



120 North 4th Street, Hennepin, IL 61327

Search ...

Hours: Monday - Friday 9:00 - 4:00

## Illinois County Map of COVID-19 Positive Cases

(<https://www2.illinois.gov/sites/coronavirus/map>)

---

[Home\\_\(!\)](#)

[Calendar\\_\(/calendar\)](/calendar)

[Contact Us\\_\(/contact-us\)](/contact-us)

[Resource Links\\_\(/links\)](/links)

[Employment\\_\(/employment\)](/employment)



[\\_\(http://my.textcaster.com/asa/Default.aspx?ID=293284bb-a5aa-4a6e-9375-3b2a7c77ff2e\)](http://my.textcaster.com/asa/Default.aspx?ID=293284bb-a5aa-4a6e-9375-3b2a7c77ff2e)



[Board Minutes \(/county-offices/county/board-meeting-minutes\)](/county-offices/county/board-meeting-minutes)





[Board Agendas \(/county-offices/county/board-meeting-agendas\)](#)



[Public Notices \(/communities/public-notice\)](#)



[Ordinances & Resolutions \(/county-offices/document-library/ordinances-resolutions\)](#)

You are here: [Home \(/\)](#) / [Government \(/county-offices\)](#) /

[County Board \(/county-offices/county\)](#) /

[Board Meeting Minutes \(/county-offices/county/board-meeting-minutes\)](#) /

**[Minutes November 14, 2016 \(/\)](#)**

# Putnam County Illinois Board Meeting Minutes

Minutes November 14, 2016

## PUTNAM COUNTY REGULAR BOARD MEETING

NOVEMBER 14, 2016, 4:00 P.M.

The regular meeting of the Putnam County Board was called to order at 4:00 P.M. on Monday, November 14, 2016, in the boardroom at the Putnam County Courthouse in Hennepin, Illinois by Putnam County Board Chairman Duane Calbow.

Roll Call was taken by the Clerk of the County Board with Duane Calbow, Sheila Haage, William Holmes, Steven Malavolti, and Luke Holly answering.

It was moved by board member Sheila Haage to approve the minutes from the October 11, 2016, Regular Board Meeting. Board member William Holmes seconded the motion and the motion was carried by a roll call board vote of 4 ayes, 0 nays, and 0 absent.

Sheriff Kevin Doyle reviewed his October Sheriff's and Civil Processing Transaction Reports with the board. Mr. Doyle also informed the board that Xcell Mechanical Services is nearing completion of the replacement of the "old courthouse's" boiler. Mr. Doyle also informed the board that there are no current maintenance issues within the courthouse. (The Sheriff's and Civil Processing Transaction Reports are on file at the Office of the County Clerk for review by any interested parties.)

County Highway Engineer Pat Sloan reviewed his October report of County Highway Engineer and Maintenance Activities with the board. Mr. Sloan informed the board that the Recycling Project was a success. Two (2) semi-trailers were filled and another one had to be utilized for the excess. Mr. Sloan also informed the board that on October 31, 2016, two (2) sealed bids were opened for the sale of the 1990 Tandem Truck and five (5) sealed bids were opened for the sale of the 2007 Snow Plow Tandem Truck. The winning bid for the 1990 truck was \$1,255.00, submitted by Chase Barnard. The winning bid for the 2007 truck was \$45,500.00 submitted by the City of Princeton. Mr. Sloan also informed the board that Magnolia Township Box Culvert Project has been completed and the road (1600 E. Meridian Road) is now open to traffic. Mr. Sloan also informed the board that the Motor Fuel Tax Maintenance work was completed in October. Mr. Sloan then presented to the board a "Resolution Appropriating Funds for the Federal Participation Agreement for Section 08-00021-01-RS" for the funding of the Power Plant Road Widening and Resurfacing Project. The breakdown of the funds is; \$805,000 Federal Surface Transportation Rural, \$328,000 State Truck Access Route Program, and the balance in local funding. The Federal Agreement indicates that the local share is \$17,000. The resolution appropriates \$120,000 for the local share of construction and the FY2017 County Appropriation proposes a total of \$150,000. The additional cost provides a contingency and allowance for additional non-construction expenses. After brief discussion, board member Luke Holly moved that the board approve and adopt the resolution contingent upon correction. Board member Steven Malavolti seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolution (#2016-22). Mr. Sloan also presented to the board a resolution requesting county assistance for the repair of a large culvert on Swaney Road. The total cost of the project will be approximately \$50,000 with the cost being shared 50/50 between the County and Magnolia Township. After brief discussion, board member William Holmes moved that the board approve and adopt the resolution as written. Board member Steven Luke Holly seconded the motion and the motion was carried on a roll call board vote of

4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolution (#2016-23). Other County Highway Engineer activities have included the completion of the plans and specifications for the Power Plant Road Widening and Resurfacing Project. The project will be on the January 20, 2017, State Bid Letting. County Highway Maintenance activities have included checking the roads, servicing the Highway and Sheriff Department's vehicles, patching roads, finishing mowing roadsides for the year, reclaiming shoulders on Gehm School Road and east of McNabb, and working on preparing the new tandem truck for winter. (The Putnam County Highway Engineer and Maintenance Activities Reports are on file at the Office of the County Clerk for review by any interested parties.)

County Treasurer Kevin Kunkel was not present for the meeting. The board reviewed his County Treasurer's Financial Reports for the month of October. The General Fund's working balance report for the month of October - 2016 was unavailable at this time due to the implementation of the new accounting software. The General Fund Income for the month of October - 2016 was \$176,878.08 compared to \$159,866.04 for the month of October - 2015. Mr. Kunkel's report also included a review of the "General Fund Accounts Balance by Month - 2016". The General Fund balance for the month of October - 2016 was \$11,533.91. The General Fund Savings balance for the month of October - 2016 was \$455,815.17. The Illinois Fund - General Fund balance for the month of October - 2016 was \$432,081.58. Mr. Kunkel's report also included a review of the budget for the current fiscal year for the period ending October 31, 2016. The actual versus budget variance percent target for the period is 91.67%. (The County Treasurer's Financial Reports are on file at the Office of the County Clerk for review by any interested parties.)

County Circuit Clerk Cathy Oliveri had nothing to report for the month of October and therefore was not present for the meeting.

County Probation Officer Patricia Hohulin had nothing to report for the month of October and therefore was not present for the meeting.

County Supervisor of Assessments Tammy Mehalic had nothing to report for the month of October and therefore was not present for the meeting.

County Zoning Officer Jim Burger was not present for the meeting. The board reviewed his County Zoning Officer's Report for the month of October which was submitted prior to the meeting. Mr. Burger's report informed the board that there were four (4) building permits issued and eleven (11) building inspections completed during the month of October. Mr. Burger's report also informed the board that there were two (2) final inspections completed; one (1) for a new home with garage, two (2) industrial, and one (1) for a home addition. (The County Zoning Officer Report is on file at the Office of the County Clerk for review by any interested parties.)

County Death Investigator Robert Cofoid presented his October Death Investigator's report to the board. There were two (2) deaths reported to his office during the month of October. Mr. Cofoid also informed the board that he will be attending the Illinois Association of County

Officials Conference in Peoria, Illinois. The conference begins today and runs through Wednesday the 16th of November. (The County Death Investigator Report is on file at the Office of the County Clerk for review by any interested parties.)

Putnam County Emergency Management Agency Coordinator Robert Cofoid presented his E.M.A. Report for the month of October to the board. Mr. Cofoid's report highlighted the attendance at various meetings, training, and other activities the agency sponsored and/or participated in during the month of October. Mr. Cofoid also informed the board that the 4th Quarter EMPG Report for 2016 was prepared and submitted. (The PCEMA Coordinator Report is on file at the Office of the County Clerk for review by any interested parties.)

Under "Old Business" for committee reports; there were no reports from any of the board's committees.

Under "New Business" for Repeal Current Resolution For Juror's Compensation / Approve And Adopt New Resolution For Juror's Compensation; the board reviewed the draft of a resolution repealing a resolution signed on May 15, 2015, fixing Juror Compensation and Jury Trial Demand Fee. The new resolution sets the fee to be paid by the County of Putnam to grand and petit jurors for their services in attending courts the sum of \$15.00 for the first day and thereafter \$25.00 for each day of necessary attendance with payment of \$.40 per mile travel expense. After brief discussion, board member Steven Malavolti moved that the board approve and adopt the resolution as written. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolution (#2016-24).

Also under "New Business" for Resolutions (2) For Authorization By County Board Chairman To Execute Deeds Of Conveyance; Putnam County Clerk Dan Kuhn presented to the board the drafts of two (2) resolutions authorizing the Chairman of the Putnam County Board to execute deeds of conveyance of the county's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase as it relates to specific delinquent tax properties acquired by the County of Putnam as Trustee for the Taxing Districts. After brief discussion, board member Sheila Haage moved that the board approve and adopt the two (2) resolutions as written. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent. The Clerk of the County Board was directed to process the resolutions (#2016-25 and #2016-26).

Also under "New Business" for Budget Meetings For Fiscal Year 12/1/2016 – 11/30/2017; Board Chairman Duane Calbow informed the remainder of the board that the budget has been given to the State's Attorney for review and will then be submitted for review by the county's auditor. After brief discussion, the board agreed to meet on Thursday, November 17, 2016, at 6:30 P.M. to approve the Annual Budget / Appropriation Ordinance, and Tax Levy for the Fiscal Year beginning December 1, 2016 and ending November 30, 2017. The agenda for the meeting will also include the appointment of a Putnam County Death Investigator, Putnam County Health Department board member re-appointments, and a Resolution for the State's Attorney Appellate Prosecutor.

Also under “New Business” for Putnam County Website ([www.co.putnam.il.us](http://www.co.putnam.il.us) (<http://www.co.putnam.il.us>)); the board discussed the information updates recently submitted. The addition of information, monitoring and updating will be on-going. Any and all updates should be forwarded to Ms. Susan Grady with Connecting Point Computer Centers. Her e-mail address is [SGrady@cpointcc.com](mailto:SGrady@cpointcc.com) (<mailto:SGrady@cpointcc.com>) .

Also under “New Business” for Approve Bills; the county board reviewed the bills for the month of October. Board member Sheila Haage then moved that the board approve the payment of the bills for the month of October. Board member William Holmes seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent.

Also under “New Business” for Correspondences and Reports; the board reviewed monthly reports from the County Clerk’s Office and the Regional Office of Education. The board also reviewed the legislative reports from the Illinois Association of County Board Members and Commissioners. Board Chairman Duane Calbow also reviewed additional correspondences that he had received one of which was a thank you for the donation to Character Counts.

Also under “New Business” for Public Comment Period; there were no members of the public present for any comments.

At 4:45 P.M., board member Sheila Haage moved to adjourn the meeting. Board member Luke Holly seconded the motion and the motion was carried on a roll call board vote of 4 ayes, 0 nays, and 0 absent. The meeting was adjourned. The next Regular Meeting of the Putnam County Board is scheduled for Monday, December 12, 2016, at 9:00 A.M.

Respectfully submitted,

DANIEL S. KUHN  
Clerk of the Putnam County Board

**Putnam County Illinois**  
**120 North 4th Street**  
**Hennepin, IL 61327**

Copyright © 2012- 2023 Putnam County Illinois

**[Terms of Use \(/terms-of-use\)](/terms-of-use)**

---

**[Privacy \(/privacy\)](/privacy)**

---

**[Sitemap \(/sitemap\)](/sitemap)**

---

**[Search \(/search\)](/search)**

---

**[Accessibility Statement \(/accessibility-statement\)](/accessibility-statement)**

**Website Design by**  
**Connecting Point Computer Centers**

**(<http://www.cpointcc.com>)**

**Hosting by IVNet (<http://www.ivnet.com/>)**